

# **LIBRARY AND THE INFORMATION OFFICE TARIFFS**

## LIBRARY AND INFORMATION SERVICES

### 1. MEMBERSHIP: CATEGORY TARIFFS

#### 1.1 MEMBERSHIP FOR RESIDENTS

Person residing within the boundaries of Emfuleni Local Municipality.

Person owning property within the area and who is paying rates and taxes.

Company or group that is situated and conducts business within the boundaries of Emfuleni Local Municipality.

REF	DESCRIPTION	REQUIREMENTS FOR MEMBERSHIP APPLICATION	TARIFF 2016/2017 Per annum	TARIFF 2017/2018 Per annum	% INCREASE	NON RESIDENT APPLICABLE FEE Per annum
ADULT	Person 18 years and older & legally deemed to be a major.  <u>Includes:</u> Pensioner, student 18 years	<ul style="list-style-type: none"> <li>• Identity document / Passport</li> <li>• Proof of residence/</li> <li>• water &amp; electricity account /</li> <li>• business reference /</li> <li>• family or friend reference</li> </ul>	Free  Pensioner: Free	Free  Pensioner: Free	6.1%	R135.00  Pensioner: R64.00
			Additional 2 membership cards allowed @ R5.50	Additional 2 membership cards allowed @ R6.00	6.1%	No additional cards allowed
			Computerized systemtoken: R7.00	Computerized systemtoken: R7.00	6.1%	Computerized system token:R7.00
MINOR / CHILD	Person from birth to 17 years old  <u>Includes:</u> Baby, pre-school child, learner, student up to 17 yrs, teenager, young adult, any person not legally deemed responsible	<ul style="list-style-type: none"> <li>• Identity document. If not available,</li> <li>• Parent/Guardian identity document</li> <li>• Parent/Guardian signature</li> <li>• Proof of residence</li> </ul>	Free  Additional 2 membership cards allowed at R6.40each	Free  Additional 2 membership cards allowed at R6.00each	6.1%	R6.00  No additional membership cards allowed
VISITOR	Adults, pensioner/minor/child, visiting within the	Identity document passport, Proof of residence /business	R235.00  (R69.00 refundable)	R249.00  (R73.00 refundable)	6.1%  6.1%	Not Applicable

REF	DESCRIPTION	REQUIREMENTS FOR MEMBERSHIP APPLICATION	TARIFF 2016/2017 Per annum	TARIFF 2017/2018 Per annum	% INCREASE	NON RESIDENT APPLICABLE FEE Per annum
	Emfuleni Municipality for a period not exceeding three (3) months	reference /family or friend reference. Permanent address. Parent/Guardian signature (if applicant still a minor)	deposit)	deposit)		
INSTITUTION/ORGANISATION/GROUP (BLOCK LOANS)	Non-profitable + registered cultural, social developmental, educational, support institutions, organizations formal structure  <u>Includes:</u> NGO's, schools, nursery schools Service organizations which main purpose is to advance reading, education, development (informal structure).  <u>Includes:</u> Reading circles, day mothers, playgroups.	Formal written application by president/ chairperson/director. Identification of responsible person. Proof of registration as institution.	Per annum Free	Per annum Free		Per annum: R154.00
SMALL DEPOTS	<u>Includes:</u> Hospitals, prisons. Organization, which is supplied with, books for a month or more in order to develop and uplift people.	Formal written application by president chairperson/director. Identification of responsible person. Proof of registration as institution.	Per annum: Free	Per annum: Free		NotApplicable

## 1.2 AUDIOVISUAL MEDIA RELATED MEMBERSHIP

REF	DESCRIPTION	REQUIREMENTS FOR MEMBERSHIP APPLICATION	TARIFF 2016/2017 Per annum	TARIFF 2017/2018 Per annum	% INCREASE	NON RESIDENT APPLICABLE FEE Per annum
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REF	DESCRIPTION	REQUIREMENTS FOR MEMBERSHIP APPLICATION	TARIFF 2016/2017 Per annum	TARIFF 2017/2018 Per annum	% INCREASE	NON RESIDENT APPLICABLE FEE Per annum
ADULT	Person 18 years & older and legally deemed to be a major. <u>Includes:</u> Pensioner, student 18+ years.	Identity document/ passport, proof of residence / water + electricity account/ business reference/family or friend reference.	R97.00 Pensioner: R32.00 No additional membership cards allowed Computerized system token: R32.00	R103.00 Pensioner: R34.00 No additional membership cards allowed Computerized system token: R34.00	6.1% 6.1%	Not Applicable
MINOR / CHILD	Person from birth to 17 years old. <u>Includes:</u> Baby, pre-school child, learner, student up to 17 yrs, teenager, young adult, any person not legally deemed responsible.	Identity document. If not available, parent/ guardian, Identity document. Parent / guardian signature. Proof of residence.	R32.00 No additional membership cards allowed	R34.00 No additional membership cards allowed	6.1%	Not Applicable
INSTITUTION/ ORGANISATION/ GROUP (BLOCK LOANS)	Non-profitable + Registered cultural, social, development, educational, support institutions, organizations (formal structure)  <u>Includes:</u> NGO's, schools, nursery schools. Service organizations which main purpose is to advance reading, education, development (informal structure)  <u>Includes:</u> Reading circles, day mothers, playgroups.	Formal written application by president /chairperson /director. Identification of responsible person. Proof of registration as institution.	R69.00	R73.00	6.1%	Not allowed

## 2.MEDIA RELATED TARIFFS

TARIFF CATEGORY	MEDIA TYPE	LOAN PERIOD	TIME PERIOD OVERDUE	TARIFF PER ITEM 2016/2017	TARIFF PER ITEM 2017/2018	% INCREASE
<b>2.1 Fines:</b>	Book	Two weeks	Week or part thereof	R6.00	R6.00	6.1%
Overdue Media	Magazine / Periodical	Two weeks	Week or part thereof	R6.00	R6.00	6.1%
	Audio book / Audio cassette kit	Two weeks	Week or part thereof	R14.00	R15.00	6.1%
	Compact disc	Two weeks	Week or part thereof	R14.00	R15.00	6.1%
	CD-ROM	Two days	Day	R14.00	R15.00	6.1%
	Video cassette	Two days	Day	R14.00	R15.00	6.1%
	Inter-library loan	As stipulated by lending library	Day	R14.00	R15.00	6.1%
	Reference book	Overnight	Day	R14.00	R15.00	6.1%
	Reference study material	Overnight	Day	R14.00	R15.00	6.1%
<b>2.2 Loan fees:</b>	<b>Lending Library</b>	<b>Loan Period</b>				
2.2.1 Inter-Library	Within Emfuleni Local Municipality	As stipulated by lending library		R14.00	R15.00	6.1%
	Outside Emfuleni Local Municipality	As stipulated by lending library		R113.00	R120.00	6.1%
2.2.2 Reservation Media	Own Library media	Two weeks		R13.00	R14.00	6.1%

### 3. AUXILIARY SERVICES

TARIFF CATEGORY	DESCRIPTION	TARIFF PER ITEM 2016/2017	TARIFF PER ITEM 2017/2018	% INCREASE
3.1 Photocopies:	Black + White: A4 per page Black + White: A3 per page	R1.00 R2.00	R1.00 R2.00	6.1%
3.2 Transparencies:	Black + White per transparency	R11.00	R12.00	6.1%
3.3 Computer Printing:	Black + White: per page	R3.00	R3.00	6.1%

	Colour: per page	R17.00	R17.00	
<b>3.4 Faxes:</b>	<b>National:</b> Send per page  Receive per page  <b>International:</b> Send per page (new tariff)	R12.00  R5.00  R19.00	R13.00  R5.00  R20.00	6.1%
<b>3.5 Electronic Searches:</b>	Internet per 30 minutes	Free	Free	R44.00 (as per policy)

#### 4. ACTIVITY ROOMS

TARIFF CATEGORY	DESCRIPTION	TARIFF PER ITEM 2016/2017	TARIFF PER ITEM 2017/2018	% INCREASE
<b>4.1 Booking per meeting:</b>				
Large	A facility that can accommodate up to 100 people.	R133.00 per meeting	R141.00	6.1%
Small	A facility that can accommodate up to 30 people	R110.00 per meeting	R109.00	6.1%
<b>4.2 Deposits: Applicable for Activity Room Bookings</b>	Any crockery + cutlery that are available for use when using an activity room. Must be left clean. Deposit will not be refunded if the crockery mentioned has not been washed up:			
	Large	R232.00	R246.00	6.1%
	Small	R132.00	R140.00	6.1%
<b>4.3 Overhead Projector</b>	Must be specified in time with the booking	R248.00	R263.00	6.1%
<b>4.4 Video Recorder</b>	Must be specified in time with the booking	R248.00	R263.00	6.1%
<b>4.5 Tables and Chairs</b>		R0.00	R0.00	
<b>4.6 Special requirements Special requirements and</b>	Requirement: Community forums,	Normal Tariffs		

TARIFF CATEGORY	DESCRIPTION	TARIFF PER ITEM 2016/2017	TARIFF PER ITEM 2017/2018	% INCREASE
concessions for bookings:	pensioners, Cultural organizations without profit			
	Council activities: Letter from the office dealing with the booking on an official letterhead and signed	Free		
	Party political Organizations	Normal Tariffs		
	Community organizations	Normal Tariffs		
	A-political organizations e.g. Ratepayers association, etc. (Written letter that has to be approved by the Head of Department)	Free		